**PHOENIX COLLEGE FACULTY ASSOCIATION**
**Faculty Senate Meeting**
**Friday, February 1, 2013**
**Library Campus Vista Room**
**1:00 – 3:00 pm**
**AGENDA**

Guests: Jeremy Richardson, Samantha Ezell, Tillie Chavez, Sara Rassas, Janet Wilburn, Adrianna Coronel

I. General

A. Meeting was called to order at 1:05 pm.

B. Roll call

Senators Present: John Schampel, Patty Finkenstadt, Salina Bednarek, Anna Marti-Subirana, Geof Eroe, Deb Kappes, Julie Stiak, Scott Geddes, Victor Cornell, Kate Cross, Jim Neuenfeldt, Mark Rosati, Dennis Dodt, Fred Amador

Senators Absent: Robin Ozz, Dianne Miller

C. A motion was made (Julie) and seconded (Fred) to approve the November and December minutes. Motion passed with one abstention.

D. A motion was made and seconded to approve the agenda. Motion passed unanimously.

Samantha praised Julie and the recent progress of SASS and acknowledged the hard work of the SASS committee. Samantha introduced Jeremy as the new head football coach, who came to PC from Joliet (IL) CC. Jeremy stated that academic success of student athletes at Joliet CC was priority one and he expected that to continue at PC. He noted that PC already has the focus on student success and that we're poised to have successful student athletes. He mentioned that this is good for recruitment.

He said he requires his student athletes to take 15-17 hours, and believes that if a coach does not require that, the athlete is not being prepared for future professional success. Jeremy picked the Ravens to win the Super Bowl.

Julie thanked the Faculty Senate for helping SASS develop and grow, as she had implemented several ideas that were discussed in Senate. Julie announced that Jennifer Nez is now part time SASS academic coach.

II. Zone Reports

Zone 1: No information to report.

Zone 2: Geof announced that a new performing arts center coordinator was hired. Anthony Brinkley starts in 2-3 weeks.

Zone 3: No information to report.

Zone 4: Victor reported that because there is no regular online testing in the testing center, the Math Department used the library computers and paid proctors from Math Department 250 funds. Victor says there is no video monitoring in the testing center in the Hannelly Center. He noted that with the increase in online classes, which often are more cost-effective for the college, it does not appear that the college is supportive of the needs of the online students, including providing regular proctoring for assessments. This appears to be a violation of the PC Basic "Integrity". It was noted that if you require your student to come to campus to complete an exam, is the course truly "online"? Several ideas were discussed, including off-site proctoring and student identity verification procedures. Patty requested Deb and Victor to provide additional information on external testing centers for future discussion with administration.

Victor also reported that a college iPad was stolen from a Math faculty's office and the faculty member was requested to pay for its replacement. Patty suggested that there should be a standard policy for technology equipment supplied by IT, including clear faculty responsibilities for replacement. Additionally, the policy should include disposition of equipment purchased by specific departments. It was noted that regardless of where the budget originated, the property belongs to MCCCD. Patty will follow up with Mark Koan and Casandra Kakar.

III. Business

A. First Reading Faculty Senate Constitution Change – Affiliate Membership

The FEC Constitution was recently updated to include language for Affiliate Membership in the Faculty Association. Changes were proposed to align the PC Constitution and Bylaws with the FEC Constitution. A final reading and vote will be held on the proposed changes at the March Senate meeting.

B. Approval of Gift Cards for Faculty Retirees

A motion was made (Scott) and seconded (Anna) to approve gift cards for retiring employees. Motion passed unanimously.

IV. Officer and Committee Reports

A. President's Report

Patty announced that she submitted her candidacy for FEC President Elect; the elections will be held in April. The position includes 15 hours reassign time/year. Harold Cranswick (FEC President), Kathleen (FEC President Elect) and Eddie Genna (FEC Past President) will attend the PC Senate meeting in March.

Vice Chancellor Debbie Thompson will hold a budget forum at PC on Feb 25th, 2:00pm, in the JPT. She will discuss performance based funding and prioritization and how these will impact Maricopa. Following this, there will be focus groups for faculty and other employees. Patty is encouraging Senators to attend both events.

Patty asked if Senate would like any specific visitors to be invited to Senate. Deb suggested a Financial Aid person, as there is a lot of faculty confusion about this area, specifically as it relates the recent rule-changes. Patty will look into inviting someone from Financial Aid to an upcoming Senate meeting.

B. Officers Report

Fred reported that the account earned $4 in interest.

C. Faculty Executive Council (FEC)

Wellness Maricopa presented at the last FEC meeting. They are offering incentives to employees who don't smoke, amounting to credits of approximately $240 annually. Additional incentives (~$360/yr) will be provided for employees who complete a health risk assessment (HRA).

Guns in schools legislation is back in the legislature (5 bills may be introduced); the Association leadership met with a large group of others who are against guns in schools (High School Advocacy groups, Arizona Education Association, etc.) and advocacy efforts are increasing. It is anticipated that ~$20K will be needed for effective advocacy; FEC approved expenditures up to $3K for these efforts.

Vice Chancellor Nikki Jackson will be leaving Maricopa on April 1st but will remain as a consultant until June 30th for Meet and Confer and other duties.

D. Phoenix College Leadership Council (PCLC)
Lysia Hand (AFA and PC's representative to PCLC) was elected AFA president in January. A new AFA rep is needed. While it is the AFA's choice, it is hopeful that the person selected would also sit on PCLC.

E. Senate Standing Committees
No information to report.

V. Information

A. Maricopa Emergency Management System (MEMS)
Dennis asked for input on PC's MEMS. The group is in the process of reworking the Emergency Management plan for PC. He passed out pocket cards with information on what to do in the event of an active shooter. Scott asked whether the Automated External Defibrillators (AED) are being maintained. Dennis indicated that their batteries are checked every few months.

B. Enrollment Management and Success From Day One
Tilly Chavez presented. Sara Rassas is piloting the Success From Day One in English. The entire district will be adopting the policy change and it will be in the Common Pages, preventing students from shopping around. If anyone has any recommendations for these Common Page edits, contact Teresa Toney. There was much discussion about waiting lists. Tilly mentioned that faculty will be able to selectively opt out of the waiting list component.

C. Budget Review Committee (BRC)
Four proposals were approved to spend the remaining $60,000. All monies will be used for professional development activities and for increased recruitment and retention.

There is $100K for BRC capital requests.

D. Senate Elections
The following senators' terms end May 3, 2013.
Zone 1- Deb Kappes
Zone 2- Geof Eroe
Zone 3- Dianne Miller
Zone 4- Anna Marti-Subirana

E. Faculty Leadership Positions
John announced that he would be running for PC Senate President Elect.

Other faculty leadership positions that are available are Information Literacy Assessment Committee chair, Honors Director, and Phi Theta Kappa faculty advisor. In line with the established process, an email call will be sent and interested faculty will interview with the Faculty Senate President and VPAA.

F. Adjunct Faculty Recognition Award
Notice about this award went out to department chairs and program directors. Lysia Hand sent a letter to all adjuncts, although nominations are required to come from the Department chairs.

Distinguished Teaching Award nominations closed today, and any adjuncts nominated through that process will be forwarded to the department chair for consideration of adjunct faculty recognition.

The All Faculty Meeting will be held on Friday, April 12th, at 2pm at Macayo's.

VI. Adjournment

A motion was made (John) and seconded (Salina) to adjourn. Meeting ended at 3:20 pm.

Next Faculty Senate Meeting
Friday, March 1, 2013
1:00 – 3:00 pm
Campus Vista Room
Visitors: Harold Cranswick, Faculty Executive Council President; Kathleen Iudicello, Faculty Executive Council President-Elect; Eddie Genna, Faculty Executive Council Past President